



Head Teacher Job Specification

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> • Good degree • Qualified teacher status • NPQH • Evidence of school to school support. • Level 3 Safeguarding qualification. 	Evidence of recent relevant CPD <ul style="list-style-type: none"> • Higher qualification in Education. • Experience of multi-agency working (DSL)
Experience Recent and successful experience of:	<ul style="list-style-type: none"> • Senior leadership and management role as a Head Teacher. • Class teaching at Primary school level more than one of the three Key stages. 	<ul style="list-style-type: none"> • Senior leadership role within a similar sized Primary school. • Class teaching at more than one primary school Key stage. • Senior leadership role in a successful primary school. (Good to outstanding settings) • Management of a pre-school /nursery setting. • Management of out of hours provision.
Education philosophy Commitment to:	<ul style="list-style-type: none"> • Raising standards of achievement for all pupils • Partnership with parents and the wider community. • Relevant professional development for all staff. • Promoting the well-being of all staff and pupils. • Maintaining work/life balance of self and others. • Child focused decision making. 	<ul style="list-style-type: none"> • Work with ITT providers. • Working collaboratively with other schools.
Knowledge	<ul style="list-style-type: none"> • Issues relating to leadership and management of a primary school. • Principles of effective teaching and assessment for learning. • Requirements, design and management of a primary school curriculum. • Principles of self-evaluation and strategies for school improvement. • Legislative framework for the school's work including governance. • Effective financial management in a school. 	<ul style="list-style-type: none"> • Personnel issues and strategic financial planning. • Recent employment legislation. • Early years and foundation stage – specifically linked to the business strands of the school preschool and 'Before and After school' provision.



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	<ul style="list-style-type: none">• Pupil premium reporting and effective strategies to support.• Health and safety in a school environment.• Use of C-POMS (Child protection and on-line management).	<ul style="list-style-type: none">• Qualification or equivalent demonstrable working knowledge of health and safety.
Professional skills An ability to:	<ul style="list-style-type: none">• Demonstrate vision and dynamic leadership.• Lead by example through the provision of exemplary professional practice.• Work with the Governors and the wider community.• Foster team work.• Manage working relationships.• Monitor and evaluate the performance of all staff teams, protocols and policies.• Use critical analysis of data to inform the school improvement plan.• Challenge influence and motivate staff and pupils to attain high goals and improve performance.• Promote and market the school.	<ul style="list-style-type: none">• Delegate effectively with a working understanding of the roles and responsibilities of all staff.• Think creatively.• Solve problems.• Identify and take opportunities.• Learn from mistakes.• Reflect of decisions and actions taken.
Personal attributes Evidence of:	<ul style="list-style-type: none">• Capacity to communicate effectively with a variety of audiences and in a variety of styles.• The ability to relate constructively to others and inspire confidence, commitment and respect for others.• Ability to prioritise plan organise self and others.• Self-confidence and approachability.• Humour, humility and empathy, strength, commitment and responsibility.	